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8 October 1969

MEMORANDUM FOR THE RECORD:

SUBJECT: Meeting with [REDACTED], Acting Director, OCS

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1. The Office of Computer Services (OCS) today has a need for more space and supporting services. Some expansion, in anticipation of this situation, was made to the air-conditioning and power systems of the present Headquarters Building. [REDACTED] is aware of this but is nevertheless concerned about the expense and type of make-shift approach which has to be made in reconfiguring present office space for special purpose (computer) space. I assured him that the HPS was well acquainted with this problem of his but that we were not the office set up to solve the day to day space requirements of the Agency. He was generally aware of this but apparently wished to drive home this continuing problem for OCS.

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2. Discussions of storage, types of space, and configurations were taken up. Planning for new equipment and changes in present computer service practices and procedures were also touched upon. [REDACTED] was interested in our thoughts concerning the possibility of centralizing in one general locality the various computer activities in which the Agency is involved.

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3. In touching upon security and communications, [REDACTED] indicated that it was not essential for the various computer activities to be housed in the Headquarters Building. He felt that today's communications techniques permitted secure transmission of requests and responses, adding that the form in which the information would be sent would, in and of itself, be an added safety factor.

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4. The OCS is constantly devising new systems and procedures. This searching attitude will undoubtedly cause adjustments in the type of support rendered by OCS and other computer activities and may call for some drastically different types of equipment. He, therefore, felt that a close working relationship would have to be maintained between OCS and the HPS during the planning and construction of new facilities for the Agency. He strongly recommended that I keep in close contact with ORD which is involved in some of the OCS plans for the future. [REDACTED] has a high opinion of [REDACTED] and believes that he will be an excellent Building Planning Coordinator for DDSMT.) [REDACTED] will be prepared to appoint a Building Planning Assistant when called upon to do so and wishes to remain in personal contact with the HPS on potentials for the future in the computer fields.

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5. [REDACTED] offered the services of OCS to the EPS believing that as we collect the multitude of requirements, concepts, ideas, and possible solutions to the many needs which face us, computers may provide a rapid tool for obtaining quick responses to variations and alternatives in our building planning efforts. He will discuss this further with me in the near future.

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[REDACTED]
Chief
Building Planning Staff, OL

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1 - OL/EPS/Chrono

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